



*To Inspire & Achieve*

## PRINCE ANDREW SCHOOL

### Homework Policy

<b>Responsible Officer:</b>	Deputy Headteacher – Curriculum
<b>Date approved by Education Committee:</b>	
<b>Next review date:</b>	

# Homework Policy

## Rationale

*"Homework is not an optional extra, but an essential part of a good education". -1999 White Paper, Excellence in Schools*

Homework is work that is set to be done outside the timetabled curriculum. It contains an element of independent study in that it is not usually directly supervised by a teacher. It is important in raising student achievement. We place a strong emphasis on homework throughout all years within the school. It is a vital part of a student's learning experience.

Not all homework is done at home; in fact, for some students who find it hard to work at home, or for some tasks which may require resources (books, software, equipment) more readily available at school, it is necessary or desirable to carry out the task at school.

Homework enhances student learning, improves achievement and develops students' study skills and as such is an integral part of the curriculum. It requires careful planning and integration into the scheme of work of each curriculum area.

It is important that we have consistency across the school to ensure that teachers, students and parents are aware of what is expected of them regarding:

- The amount of homework given
- The frequency of homework given
- Monitoring homework

## Aims

Homework enables students to:

- Consolidate and extend work covered in class or prepare for new learning activities.
- Access resources not available in the classroom.
- Develop research skills.
- Have an opportunity for independent work.
- Show progress and understanding.
- Provide feedback in the evaluation of teaching.
- To enhance their study skills e.g. planning, time management and self discipline.
- To take ownership and responsibility for learning.
- Engage parental co-operation and support.
- Create channels for home school dialogue.

## Students should complete homework as it:

- ✓ Can prepare you for the next part of the course
- ✓ Is another way to help you learn
- ✓ Makes sure that you understand the class work
- ✓ Helps you to develop good study skills
- ✓ Provides you with skills which are transferrable when you finish school
- ✓ Gives you the opportunity to try by yourself, the type of questions which are asked in examinations. This trains you in examination technique.
- ✓ Reinforces and tests again your understanding of work you have previously studied in the course.

Most importantly homework helps to instill key skills which will help you through your studies and later in life.

Organisation

Self-Discipline

Time Management

Presentation

Responsibility

## Expectations: When, how much and by whom?

***The following are guidelines for the issuing of homework at PAS.***

In most cases, students receive two pieces of homework per night. The time that students should spend on their homework every evening should be approximately:

Year 7-9: A minimum of 30 mins per week for English, Maths and Science.

Reading – a minimum of 20 minute/night

All other subjects 30 mins every two weeks (however, the scope is there for homework to be given every week if necessary)

Year 10-11: A minimum of 1 hr for English, Maths and Science.

All other subjects up to 1 hour per week

Year 12-13: 6 hours of guided and independent study per A level subject to include private study in school. This will vary and is a general guide only.

In addition, teachers may set optional homework tasks for extension and consolidation, to help support independent learning.

## Sanctions

When homework is not completed, teachers should check with students why the homework was not handed in. They will give **one warning** only, and then the following sanctions should be used.

1. Class teacher - discussion and negotiation with student, send letter home (**Appendix One**), and arrange for student to attend detention whereby homework should be completed.  
Letters should be sent home thereafter for each occurrence that either no homework is handed in or is not completed to the best of the student's ability whatever their level of work.
2. Referral to Subject Leader (where applicable). Arrange after-school detention.
3. Referral to Head of Key Stage. Arrange after-school detention.
4. Referral to Senior Leadership Team. Arrange after school detention
5. Referral to either CAMHs Team and/or Safeguarding for multiagency support to family.

At all times: Tutors - through weekly monitoring of diaries, identifying students with homework problems across several curriculum areas and refers to Head of Key Stage working alongside each House.

At any time, in liaison with pastoral staff, a parental meeting can be called to discuss homework, and a way forward agreed with parents and monitored.

## Incentives

High quality homework and a good work ethos should be sensitively praised in class.

Housepoints may be given for sustained achievement and/or effort with homework. For exceptional pieces of homework, Good News postcard or departmental letter may be sent home.

## Responsibilities

**The school** can support students by:

1. fostering lifelong learning and connecting families with the learning of their children, as part of a comprehensive and balanced curriculum
2. ensuring the school's homework policy is relevant to the needs of students
3. advising parents/carers of homework expectations at the beginning of the school year and provide them with a copy of the homework policy and/or homework guidelines. (**Appendix Two**).
4. encouraging parents/carers to read to and with their children for enjoyment
5. ensuring that all students use their homework planners to provide a regular communication about homework between parents/carers and the school.

## **The role of the parent**

1. Providing a quiet place to work.
2. Ensuring that all homework is completed by the given deadline.
3. Checking the time spent on individual tasks.
4. Checking presentation and content of all homework being returned to school.
5. Signing the homework planner each week.
6. To return to the school, reply slips sent home regarding homework.
7. Providing the school with information about any problems through the homework planner or by contacting the school directly

## **The role of the student**

1. To discuss with their parents/carers homework expectations
2. To listen to homework instructions in class.
3. To copy down instructions for the task and deadline date into the homework diary.
4. To accept responsibility for the completion of homework tasks within set time frames.
5. To attempt all work and give their best.
6. To seek early assistance when difficulties arise.
7. To follow up on feedback and comments made by teachers
8. To organise their time to manage home obligations, participation in physical activity and sports, recreational and cultural activities and part-time employment.

## **The role of the Form Tutor**

1. To include homework in student mentoring where appropriate.
2. To do a general check to see whether homework is being set and recorded.
3. To check that the diary is being signed by the parent/guardian.
4. To note and respond to any comments written in diaries by parents.

## **The role of the Class Teacher**

The class teacher controls the direction of homework and the nature of tasks undertaken.

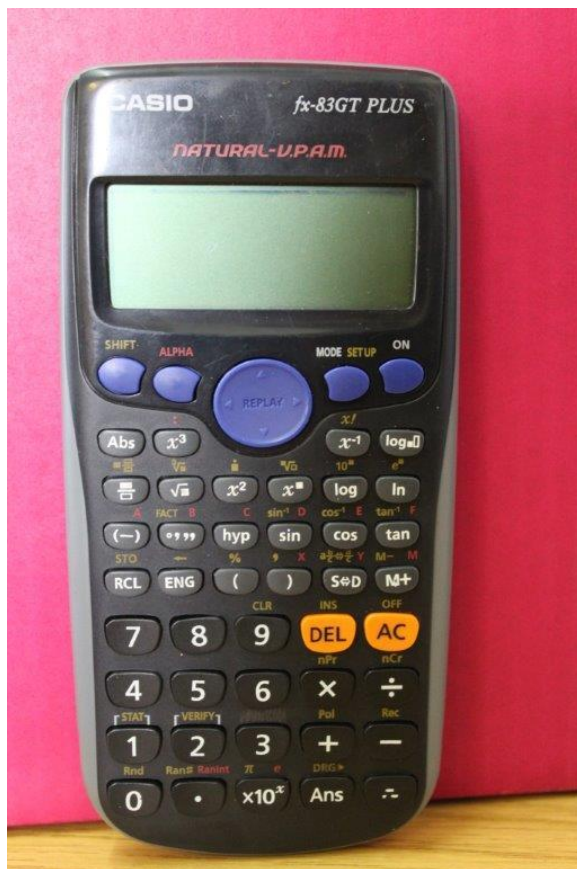
The teacher will:

1. Set homework according to the timetable.
2. Set homework to student's ability, and ensure that sufficient time is given to complete homework, and to ask for support if required.
3. Provide the stimulus.
4. Give full and comprehensive instructions.
5. Set deadlines for completed work and ensure that they are met.
6. Mark and return all homework promptly.
7. Keep a comprehensive record of homework for each class for monitoring purposes.
8. Provide help and support, where possible
9. Inform the Subject Leader, as appropriate, when problems arise.

## Calculators

For some lessons and homework students will require the use of a calculator. If parents/carers are planning on buying a calculator for their child, then the following model would be recommended.

Parents should note that we cannot allow students to bring calculators home, as they are used by all students throughout the day.



This is a **CASIO fx-83GT PLUS** calculator. It is the model we use in maths classes in our school, as well as being the calculator which is used in all exams. Although other calculators are acceptable, there are some models that are not allowed to be taken into the exam room, and students would have to present these at the door of the exam room before entering. This would mean that the calculator your child is familiar with cannot be used, and so they would have to use an unfamiliar one. It would therefore make sense, if you are considering buying your child a calculator, to purchase the above model.

Retail Outlets selling this model on St Helena is:

- Atlantic Appliances (Jamestown Market)
- Serena's Gift shop